

**CITY COUNCIL WORK SESSION
FRISCO MUNICIPAL COMPLEX
8750 MCKINNEY ROAD
COUNCIL CHAMBERS
FRISCO, TEXAS 75034
JANUARY 2, 2002
6:00 P.M.**

MINUTES

1. Call to Order.

Mayor Seei called the meeting to order at 6:00 p.m. The following were present: Mayor Kathy Seei, Mayor Pro Tem Michael Osuna, Deputy Mayor Pro Tem Tracie Reveal, Councilmember Steven Nichols, Councilmember Joy West, Councilmember Maher Maso, and Councilmember Mike Simpson.

Staff present: City Manager George Purefoy, Assistant City Manager Curtis Hawk, Assistant City Manager Scott Young, Assistant to the City Manager Jason Gray, Assistant City Secretary Teresa Filgo, Director of Human Resources Lauren Safranek, and City Secretary Nan Parker.

2. Discussion with Human Resources Director on the Market Survey Results.

Director of Human Resources Lauren Safranek reviewed the results. Ms. Safranek reported that employment went up from July to September and unemployment rate was up from January of 2.4 to 6.5 in November for Frisco. Collin County employment rate was from July of 4.2 to 5.5 in November.

Ms. Safranek explained the difference between the cities that were polled and the differences of the departments that are available. The pay plan was done on a scale of basic position descriptions match according to the cities. The different cities provided the base pay for the position.

Question was asked if a vehicle expense is included in the pay of the cities polled. Ms. Safranek reiterated the pay plans provided were base pay only.

Question was asked concerning on how merit raises are with in comparison with private sector. Ms. Safranek explained the difference between cities and private sectors referencing the Texas Constitution. In addition to the market analysis, the employees should be paid a merit increase of 5% to 7%.

Deputy Mayor Pro Tem Reveal asked how the supervisor decides on how much of a percent to give to the employee. Ms. Safranek explained the general procedure for the supervisor to follow the requirement of payment for work performed. The supervisor

may not exceed amount of 7% for entire department. For example, one individual may receive 4% the other 3% to max out to 7%.

Ms. Safranek explained the difference of the salary ranges that is provided for the employees. For instance, if an employee is at Step 4, that employee will remain at Step 4 with the new pay plan with the increase.

Mayor Pro Tem Reveal asked if there were policies in place to review the employees more than once a year. Ms. Safranek responded that there were several employee focus groups and one of the things that kept coming up was more feedback from their supervisors. She also mentioned that there would be more supervisory training.

3. Adjourn.

There being no further business the meeting adjourned at 6:36 p.m.

Kathleen A. Seei, Mayor

ATTEST:

Teresa Filgo, Assistant City Secretary